

**BURWELL PARISH COUNCIL**  
***The Jubilee Reading Room***  
**99, The Causeway, Burwell Cambridge. CB25 0DU**  
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Notice is hereby given that a Meeting of the Burwell Parish Council will be held virtually using Zoom at 7.30p.m. on Tuesday 8<sup>th</sup> September 2020 you are summoned to attend for the transaction of the following business. The link for the meeting is below:

<https://us02web.zoom.us/j/83835264697> Meeting ID: 838 3526 4697

(The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) Regulations 2020.

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**AGENDA**

**FC/080920/1 Apologies**

**FC/080920/2 Declarations of any interests known to Councillors**

**FC/080920/3 Approval of Minutes of the meeting held on 8<sup>th</sup> September 2020**

**FC/080920/4 Public Forum**

**FC/080920/ 5 County and District Reports**

**FC/080920/6.1 Planning Applications to be considered**

**20/01004/FUL 133 North Street**

New garage to south side of 133 North Street

**20/00153/OUT 36 Toyse Lane**

Outline planning application (all matters reserved except access) for the erection of 3 dwellings, following the demolition of no. 36 Toyse Lane, and the construction of a new access

**20/01074/FUL Land Adjacent to 1 Brick Works Cottages, Factory Road**

Construction of 2 no. three bedroom semi-detached dwellings over two storeys, with rooms in the roof. Private rear gardens, front off street parking and other external works, including a new below ground foul sewage system

**20/01008/FUL 5 Parsonage Lane**

Proposed window to ground floor to store of retail unit

**Amendment**

The amendment information involves the revision of plan as proposed to remove the residential floor area that was previously shown on the proposed floorplan.

**20/01089/FUL 35 Mill Lane**

Proposed single storey rear extension and side entrance extension

**20/00879/FUL 3 The Leys**

Proposed first floor extension

**20/01101/TRE 9 Kingfisher Drive**

T1 Silver Birch – Reduce height by 4m, reduce spread by 1-1.5m on all sides to shape and balance

T2 Birch – Fell to 1m high

T3 Silver Birch – Reduce height by 3-4m, reduce spread on all sides by 2-2.5m to shape and balance

## FC/080920/6.2 Planning Decisions from District Council

### 20/00838/FUL Waterside Stables, Waterside - Approval

Resurfacing and enlargement of an existing equestrian riding/training area

### 20/00871/FUL 59 Ness Road – Approval

Proposed single storey domestic extension

### 20/00576/VAR 27a The Causeway – Refusal

To vary condition 1 (approved plans) and 13 (first floor windows) of previously Approved 18/00098/FUL for proposed demolition of existing garages and outbuildings and replacing with a detached 2/3 bed cottage and associated works

## FC/080920/6.3 Trees/Environment

Notification of approved (ECDC) tree works - None

## FC/080920/7 Finance

1. Consideration of the renewal of Dormakaba Maintenance Contract – Automatic door, Jubilee Reading Room £356.00 plus VAT
2. Consideration of membership fee for Creative Arts East
3. Consideration of payment to the following:

| Payee                          | Description   | DDR Date | Amount inc Vat |
|--------------------------------|---|----------|----------------|
| CAPACL                         | Planning Training   |          | £270.00        |
| SR Landscapes                  | Urgent tree removal Hatley Drive Amenity Area   |          | £500.00        |
| SR Landscapes                  | Pauline's Swamp Tree Work   |          | £200.00        |
| Burwell Computers              | Lap Tops including setting up   |          | £2,371.96      |
| ESPO                           | Supplies including Covid-19 Cleaning Products   |          | £174.77        |
| Mr Groundsman                  | Grass Cutting Recreation Ground   |          | £533.33        |
| G Rowland                      | Mileage and Phone   |          | £62.65         |
| Truelink                       | Grass Cutting including hay cuts at Spring Close and Paulines Swamp                       |          | £2,961.20      |
| Salaries Tax NI Superannuation | Including NJC Pay Award, Additional Handyman Hours - Covid-19, Holiday Cover (Keyholders) |          | £7,877.54      |
|                                | <b>Total Payments</b>   |          | £14,951.45     |

## FC/080920/8 Action Points Update

## FC/080920/9 Group Reports

**Consideration of notes and recommendations from the Assets and Environment Meeting held on 25<sup>th</sup> August 2020**

1. The Group recommends to Full Council that the quotation from S P Landscapes in the sum of £200.00 plus VAT is accepted to carry out required tree work at the allotments
2. The Group recommends to Full Council that the second gate at Margaret Field which requires replacing, is replaced with a fence and hedging

**Consideration of the notes from the Community, Leisure and Sports Group Meeting held on 18<sup>th</sup> August 2020.**

1. The Community, Leisure and Sports Group recommends to Full Council that a donation of £250.00 is made to Burwell Community Radio once banking arrangements are in place.

**FC/080920/10 Parish Reports: -**

1. Weekly Property Reports including fallen tree on Hatley Drive Amenity Area and trees at the Recreation Ground.

**FC/080920/11 Other County & District Matters: -**

1. ECDC Street Numbering – Meadow View Industrial Estate
2. Cambridgeshire County Council (Public Footpath No.3(part) Burwell) Public Path Diversion Order 2020
3. Notes from the meeting with ECDC Officers

**FC/080920/12 Other Reports**

1. Pauline's Swamp Minutes 30<sup>th</sup> July 2020

**FC/080920/13 Correspondence**

1. Cambridgeshire Acre – Notification of Annual General Meeting 2020 on Wednesday 30<sup>th</sup> September 2020 2 pm – 3 pm via Zoom
2. Update from the Acting Police and Crime Commissioner: Parish, Town and City Council briefings

**FC/080920/14 Consideration of the following items**

1. Covid-19 update
2. Update on the Gardiner Memorial Hall Refurbishment Project
  - a. Update on funding
  - b. Consideration of the allocation of a further £115,000 of received CIL payments in order to proceed with the project
  - c. So that the project can move forward without delay, all future Full Council meetings to include an agenda item for the Gardiner Memorial Hall which will include provision to discuss financial matters for the project. At all times, wherever possible financial information will be provided on the agenda.
  - d. Consideration that delegated power is given to the Strategy Group to make decisions on items requiring approval, including financial decisions, where time is not available for the matter to be considered by Full Council. Matters to be discussed at a convened Strategy Group Meeting and a written report of that meeting and decisions made to be made available for the next Full Council meeting. All Council members to be made aware of when a meeting of the group is due to be held and the matters to be discussed.

YDRix

Yvonne Rix (Mrs.)  
Parish Clerk

Dated: 3rd September 2020